

Note for Fawcett, Gina

From: Occhiuto, Vincent
Date: Thu, Apr 21, 1994 5:06 PM
Subject: RE: undeliverables address
To: Abbruscato, Camille; DAlessandro, Giuseppe; Fawcett, Gina; Nicholes, Nichelle
Cc: Elfar, Deb

The issues pertaining to undeliverable mail were finally resolved at a task force meeting which I just participated in. Mail for DB and OPB will be handled as follows:

-All mail which does not contain an offer requiring fulfillment will have an undeliverable address designated by LBCo. This would include retail coupon mailings and surveys

-All mail with offers requiring fulfillment will use the following addresses for undeliverables:

Alpine
PO Box 8008
Dover, DE 19903-8008

Basic
PO Box 8009
Dover, DE 19903-8009

Cambridge
PO Box 8007
Dover, DE 19903-8007

These procedures have been set up to satisfy our current needs, and may change in the future. I will keep all advised if that occurs. Please call me if I can help further.

Vince

*** URGENT ***

From: Fawcett, Gina on Thu, Apr 21, 1994 12:42 PM
Subject: undeliverables address
To: Occhiuto, Vincent

Hi Vince:

Did we get a new Undeliverables address for Cambridge at LCS?

I have a June Direct Mail keyline here with the old PSC address on it for undeliverables. If it needs to be changed I need to know today. Thanks, Gina

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